

Rule 3.13 Commencement of Action

(a) **Civil Cover Sheet.** The Clerk is authorized and instructed to require a complete and executed AO Form JS 44, Civil Cover Sheet, which shall accompany each civil case to be filed. (See Appendix A.)

(b) **Corporate Disclosure Statement.**

(1) Information Disclosed. Any non-governmental corporate party to a case must file a corporate disclosure statement identifying the following:

(a) Any parent, subsidiary, or affiliate corporation;

(b) Any publicly held corporation that owns 10% or more of the party's stock; and

(c) Any publicly held corporation or its affiliate that has a substantial financial interest in the outcome of the case by reason of insurance, a franchise agreement or indemnity agreement.

A corporation is an affiliate for purposes of this rule if it controls, is under the control of, or is under common control with a publicly owned corporation.

(2) Time for Disclosure. A party must file the statement upon the filing of a complaint, answer, motion, response, or other pleading in this Court, whichever occurs first. The obligation to report any changes in the information originally disclosed continues throughout the pendency of the case. (See Appendix I for a sample form.)

(c) **Patent, Trademark and Copyright Cases.**

(1) Patent and Trademark. In all cases involving patent or trademark claims, a party filing a complaint, amended complaint, counterclaim or any other pleading that adds a new patent or trademark to the dispute must file an AO 120 Report on the Filing or Determination of an Action Regarding a Patent or Trademark Form identifying the patent and/or trademark number(s).

(2) Copyright. In all cases involving copyright claims, a party filing a complaint, amended complaint, counterclaim or any other pleading that adds a new copyright to the dispute must file an AO 121 Report on the Filing or Determination of an Action or Appeal Regarding a Copyright Form identifying the copyright registration number(s).